

February – December 2025  
(Revised 2/6/25)



## TRAINING NEWSLETTER

500 DAVIS STREET, #100  
SAN LEANDRO, CA 94577

For logistical reasons, pre-payment with registration is required.

**\*SAME DAY REGISTRATIONS ARE NOT PERMITTED\***

The RCEB Community Training & Education Committee (CTEC) is a committee of Regional Center staff who meet the identified training needs of service providers.

Additionally, to help residential homes, below are a few places other than RCEB to obtain T17 CEUs/ARM Credits on-line for your employees. Please ensure you get clear documentation on who completed what trainings and the classes pertain to the people living in your home.

<http://www.ancor.org/training-events/webinars/2018-ancor-nadd-dual-diagnoses-webinar-series>

The webinars on [Community Support of Individuals at Risk of Challenging Sexual Behavior](#), and [Role of the Interdisciplinary Team when Psychotropic Medications Are Used to Manage Psychiatric Conditions](#) seem interesting.

[www.openfuturelearning.org](http://www.openfuturelearning.org)

People with disabilities who have been labelled as having "challenging behavior" are often overboard and terrified, and we barely seem to notice. Watch: Our online learning module "Jumping Into the Chaos of Things" by David Pitonyak will help your staff to understand the needs of people who have difficult behavior in a profoundly straightforward way.

<http://afirm.fpg.unc.edu/afirm-modules>

The AFIRM modules that have been created by CAPTAIN. Our hope is to promote these modules within our homes and day programs. The modules are all based on evidence-based practices like prompting, reinforcement, self-management, task analysis, etc. Each module is about 1.5 - 2 hours long, has a pre- and post-test, and you can choose to earn a certificate for passing the module.

<http://disabilityworkshops.com/>

They have two online courses on IDD and sexuality: The "Developmental Disability and Sexuality 101" course has 6 modules, each about 90 min long. Each module has a handout that must be filled out to show participating and objectives learned.

The "Talking with Your Kids: Developmental Disability and Sexuality" course has the same layout as the above course but its target audience is parents. This portion for children group homes only.

**PLEASE NOTE:** All Certificates of Continuing Education provided by Regional Center of the East Bay meet the qualifications for approval by the California Department of Social Services for ARF and GH Administrators. Certificates will not qualify for approval by the California Department of Social Services for RCFE Administrators.

### **Person-Centered Thinking Trainings**

***Wednesday, February 26th & Thursday, February 27th, 9am - 5pm; (1320 Willow Pass Rd., Concord)***

***RCEB Staff: Fructuoso Menchavez, HCBS Specialist***

Person-Centered Thinking revolves around the core principle of balancing What's Important To someone and What's Important For someone. Through this training, attendees will learn practical skills that they can take back to their respective workplaces that center the person being supported and support compliance with HCBS Federal Requirements, while continuing to effectively improve the supports that are currently in place.

**Continuing Education credits: 12 units (Please see note above regarding the expectations of attending all trainings to receive the continuing education credits); Attendance is limited to 30; Cost: \$75 per person (Please make checks payable to RCEB)**

### **Special Incident Report Writing Workshop**

***Thursday, March 13th, 10am - 1pm; (1320 Willow Pass Road, Concord)***

***RCEB Staff: Marisol Ferrer and Staresha Leftwich, SIR Coordinators***

The Who, What, When, Where and How of Special Incident reporting/writing. A class for service providers, direct care staff and administrators. **3 hours ARM credits. Attendance is limited to 30; Cost; \$30/per participant; make check/money order payable to: RCEB.**

## **Working with Your Behavior Consultant**

*Thursday, March 20th, 10am - 1pm; (500 Davis St., San Leandro)*

*RCEB Staff: Angela Craven and Heidi Okamoto, Clinical Team*

Many care homes are required to have a behavior consultant to help clients reach their IPP goals. It is important to know how to work with your behavior consultant. Learn how to communicate when things are going well, and when things are not going well. Learn how to work together to set and reach good goals for clients and to make the most out of the hours you contract. Become an advocate for your home and your clients. **3 hours ARM credits. Attendance is limited to 30; Cost; \$30/per participant; make check/money order payable to: RCEB.**

## **Prompting For Adult Service Provider**

*Thursday, April 3rd, 10am - 1pm; (1320 Willow Pass Road, Concord)*

*RCEB Staff: Heidi Okamoto and Deirdre Cain, Clinical Team*

Prompting is an evidence-based practice that increases the success of target skills or desired behaviors. Prompting can be helpful for learners of all ages and across different settings. This training is especially aimed at adult service providers who support adult clients but service providers for all ages are also welcome. **3 hours ARM credits. Attendance is limited to 30; Cost; \$30/per participant; make check/money order payable to: RCEB.**

## **Staffing Schedule: Basics, Levels & Requests for Additional Staff Hours**

*Thursday, April 17th, 9am - 1pm; (500 Davis St., San Leandro)*

*RCEB Staff: Michael Minton, Manager of Risk Management & Quality Assurance*

This training is designed specifically for people managing licensed homes vendored with RCEB. We will begin with examining the T17 expectations of staffing hours based on the different levels of homes. In the training, we will learn about a few different service codes, how to request ASP hours, documentation, and using your behaviorist in this process. **4 hours ARM credits. Attendance is limited to 30; Cost \$30/per participant; make check/money order payable to: RCEB**

## **Facilitation Skills for Meaningful Conversations**

*Thursday, May 1<sup>st</sup>, 10am - 1pm; (500 Davis St., San Leandro)*

*RCEB Staff: Fructuoso Menchavez, HCBS Specialists*

Every conversation you have with the individuals you support is an opportunity to facilitate growth, independence, and connection. The goal of this training is to teach you basic facilitation skills, empowering you to make every interaction meaningful and effective. As a training attendee, you can expect to learn: practical facilitation techniques to improve communication and engagement and strategies for having impactful conversations. This training is ideal for direct service providers committed to fostering positive change and helping individuals achieve greater positive control over their lives. **3 hours ARM credits. Attendance is limited to 30; Cost; \$30/per participant; make check/money order payable to: RCEB.**

## **Cultural Implication of Care**

*Thursday, May 15<sup>th</sup>, 9:00am - 1:00 pm; (1320 Willow Pass Road, Concord)*

*RCEB Staff: Fructuoso Menchavez, HCBS Specialists*

What does "care" mean to you? Our system is rich with people from different walks of life, and based on this, we all have different ideas of what caring for the people we serve can look like. This interactive workshop will closely examine and deconstruct our own definitions of the term "care" and the cultural implications those definitions may bring to highlight our similarities and differences. Furthermore, we will explore ways in which our similarities can be further expanded on to include a shared language and a shared vision that will encapsulate how we truly support the people we serve. **4 hours ARM credits; attendance is limited to 30; Fee: \$30/participant, check/money order payable to: RCEB**

## **Disaster Preparedness**

*Thursday, May 29th, 10am - Noon; (500 Davis St., San Leandro)*

*RCEB Staff: John Lee, Emergency Coordination Specialist*

This training is designed to equip staff and people living in licensed homes with the necessary skills and knowledge to handle evacuation and shelter-in-place situations. The curriculum focuses on pre-evacuation, evacuation, shelter in place, and post-evacuation procedures, with a special emphasis on hazards prevalent in Northern California such as wildfires and earthquakes. **2 hours ARM credits; attendance is limited to 30; \$30/participant, check/money order payable to: RCEB**

## **Person-Centered Thinking Trainings**

*Wednesday, June 11<sup>st</sup> & Thursday, June 12th, 9am - 5pm; (500 Davis St., San Leandro)*

*RCEB Staff: Michael Minton, Manager of Risk Management & Quality Assurance*

Person-Centered Thinking revolves around the core principle of balancing What's Important To someone and What's Important For someone. Through this training, attendees will learn practical skills that they can take back to their respective workplaces that center the person being supported and support compliance with HCBS Federal Requirements, while continuing to effectively improve the supports that are currently in place.

**Continuing Education credits: 12 units (Please see note above regarding the expectations of attending all trainings to receive the continuing education credits); Attendance is limited to 30; Cost: \$75 per person (Please make checks payable to RCEB)**

## **Crisis Intervention & Prevention**

*Thursday, July 10<sup>th</sup>, 10am - Noon, (500 Davis St., San Leandro)*

*(Instructor: Crisis Response Project Staff)*

The presenters will discuss crisis intervention, de-escalation techniques, and application of behavioral and cognitive techniques to assist clients during a crisis. The presenters will also discuss crisis prevention strategies and how to utilize the Crisis Response Project. **2 hours ARM credits; Attendance is limited to 30; Fee: \$30/participant, check/money order payable to: RCEB.**

## **Special Incident Report Writing Workshop**

*Thursday, July 24<sup>th</sup>, 10am - 1pm; (1320 Willow Pass Road, Concord)*

*RCEB Staff: Marisol Ferrer and Staresha Leftwich, SIR Coordinators*

The Who, What, When, Where and How of Special Incident reporting/writing. A class for service providers, direct care staff and administrators. **3 hours ARM credits. Attendance is limited to 30; Cost: \$30/per participant; make check/money order payable to: RCEB.**

## **Disaster Preparedness**

*Thursday, August 7th, 10am - Noon; (1320 Willow Pass Rd., Concord)*

*RCEB Staff: John Lee, Emergency Coordination Specialist*

This training is designed to equip staff and residents of group homes for the developmentally disabled with the necessary skills and knowledge to handle evacuation and shelter-in-place situations. The curriculum focuses on pre-evacuation, evacuation, shelter in place, and post-evacuation procedures, with a special emphasis on hazards prevalent in Northern California such as wildfires and earthquakes. **2 hours ARM credits; attendance is limited to 30; \$30/participant, check/money order payable to: RCEB**

## **Staffing Schedule: Basics, Levels & Requests for Additional Staff Hours**

*Thursday, September 4<sup>th</sup>, 9am - 1pm; (1320 Willow Pass Rd., Concord)*

*RCEB Staff: Michael Minton, Manager of Risk Management & Quality Assurance*

This training is designed specifically for people managing licensed homes vendored with RCEB. We will begin with examining the T17 expectations of staffing hours based on the different levels of homes. In the training, we will learn about a few different service codes, how to request ASP hours, documentation, and using your behaviorist in this process. **4 hours ARM credits. Attendance is limited to 30; Cost \$30/per participant; make check/money order payable to: RCEB**

## **Cultural Implication of Care**

*Thursday, September 18th, 9:00am - 1:00 pm; (500 Davis St., San Leandro)*

*RCEB Staff: Fructuoso Menchavez, HCBS Specialists*

What does "care" mean to you? Our system is rich with people from different walks of life, and based on this, we all have different ideas of what caring for the people we serve can look like. This interactive workshop will closely examine and deconstruct our own definitions of the term "care" and the cultural implications those definitions may bring to highlight our similarities and differences. Furthermore, we will explore ways in which our similarities can be further expanded on to include a shared language and a shared vision that will encapsulate how we truly support the people we serve. **4 hours ARM credits; attendance is limited to 30; Fee: \$30/participant, check/money order payable to: RCEB**

## **Person-Centered Thinking Trainings**

***Wednesday, September 24<sup>th</sup> & Thursday, September 25<sup>th</sup>, 9am - 5pm; (1320 Willow Pass Rd., Concord) RCEB Staff: Fructuoso Menchavez, HCBS Specialist***

Person-Centered Thinking revolves around the core principle of balancing What's Important To someone and What's Important For someone. Through this training, attendees will learn practical skills that they can take back to their respective workplaces that center the person being supported and support compliance with HCBS Federal Requirements, while continuing to effectively improve the supports that are currently in place.

**Continuing Education credits: 12 units (Please see note above regarding the expectations of attending all trainings to receive the continuing education credits); Attendance is limited to 30; Cost: \$75 per person (Please make checks payable to RCEB)**

## **Exercise as an Evidenced Based Treatment for Youth and Adults w/DD**

***Thursday, October 2<sup>nd</sup>, 10am - 1pm; (1320 Willow Pass Rd., Concord)***

***RCEB Staff: Dr. Elizabeth Walser and Deirdre Cain, Clinical Team***

Exercise can improve the physical fitness of learners with autism spectrum disorder (ASD), who tend to have lower levels of physical activity than their typically-developing peers. In addition, exercise is an evidence-based practice that can be used to increase desired behaviors and decrease inappropriate behaviors in individuals on the autism spectrum. In this training, we will look at how the use of an ongoing, healthy exercise program to help children and adults improve cognitive function, communication, motor skills, social skills, and lead to a reduction in challenging behaviors. *Get ready to get moving!* . **3 hours ARM credits. Attendance is limited to 30; Cost; \$30/per participant; make check/money order payable to: RCEB**

## **Special Incident Report Writing Workshop**

***Thursday, October 16<sup>th</sup>, 10am - 1pm; (500 Davis St., San Leandro)***

***RCEB Staff: Marisol Ferrer and Staresha Leftwich, SIR Coordinators***

The Who, What, When, Where and How of Special Incident reporting/writing. A class for service providers, direct care staff and administrators. . **3 hours ARM credits. Attendance is limited to 30; Cost; \$30/per participant; make check/money order payable to: RCEB.**

## **Crisis Intervention & Prevention**

Thursday, October 23rd, 10am - Noon, (1320 Willow Pass Rd., Concord)

(Instructor: Crisis Response Project Staff)

The presenters will discuss crisis intervention, de-escalation techniques, and application of behavioral and cognitive techniques to assist clients during a crisis. The presenters will also discuss crisis prevention strategies and how to utilize the Crisis Response Project. **2 hours ARM credits; Attendance is limited to 30; Fee: \$30/participant, check/money order payable to: RCEB.**

## **Disaster Preparedness**

Thursday, November 13<sup>th</sup>, 10am - Noon; Via Zoom

RCEB Staff: John Lee, Emergency Coordination Specialist

This training is designed to equip staff and residents of group homes for the developmentally disabled with the necessary skills and knowledge to handle evacuation and shelter-in-place situations. The curriculum focuses on pre-evacuation, evacuation, shelter in place, and post-evacuation procedures, with a special emphasis on hazards prevalent in Northern California such as wildfires and earthquakes. **2 hours ARM credits; attendance is limited to 30; \$30/participant, check/money order payable to: RCEB**

## **Person-Centered Thinking Trainings**

Wednesday, December 10<sup>th</sup> & Thursday, December 11<sup>th</sup>, 9am - 5pm; (500 Davis St., San Leandro)

*RCEB Staff: Michael Minton, Manager of Risk Management & Quality Assurance*

Person-Centered Thinking revolves around the core principle of balancing What's Important To someone and What's Important For someone. Through this training, attendees will learn practical skills that they can take back to their respective workplaces that center the person being supported and support compliance with HCBS Federal Requirements, while continuing to effectively improve the supports that are currently in place.

**Continuing Education credits: 12 units (Please see note above regarding the expectations of attending all trainings to receive the continuing education credits); Attendance is limited to 30; Cost: \$75 per person (Please make checks payable to RCEB)**



## **IMPORTANT REMINDERS:**

1. **SAME DAY REGISTRATIONS ARE NOT PERMITTED. Please be considerate of the trainer and attendees by arriving on time. If you are late, it will be at the trainer's discretion whether you can still attend or not. Late attendees (30 minutes) will not receive a certificate or refund.**
2. Please refrain from wearing strong fragrances/perfumes.
3. Please bring writing material (pen, paper) to ALL trainings.
4. To ensure your space, mail in the **completed Registration Form with payment ASAP. (separate checks for each training please)**
5. Classes are open to all service providers, as applicable. **PLEASE DO NOT BRING CHILDREN, CONSUMERS OR OTHER COMPANIONS TO THESE TRAININGS.**
6. Participants **MUST SIGN IN AT THE RECEPTIONSIT DESK and/or TRAINING.**
7. **Please silence cells phones and other electronic devices during class. If you need to take a urgent call, leave the room.**

**Note: Please make a copy of your completed registration form before mailing**

**For logistical reasons, pre-payment with registration is required.  
Mail completed Registration Form with check or money order to:**

**Regional Center of the East Bay  
500 Davis Street, #100  
San Leandro, CA 94577**

**Attn: CTEC Trainings**

**Registration confirmation will be done by e-mail, so it is important to include this information on the Registration Form.**

**24-Hour Cancellation  
Notice is required via email or phone to receive a refund.**

# **NOTE: ONE CHECK PER TRAINING TOPIC**

## **REGISTRATION FORM**

**(May be copied for additional enrollment – PLEASE PRINT AND PROVIDE COMPLETE INFORMATION WITH PAYMENT– Registration Form with incomplete information will be returned**

**Name/s of Person/s Attending:**

**IDENTIFY TITLE AND DATE OF TRAINING**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

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**Facility Name:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Contact Phone:** \_\_\_\_\_

**Email address:** \_\_\_\_\_

**REGISTER EARLY  
SPACE HAS BEEN LIMITED  
TO 30 ATTENDEES ONLY.**

To request ASL interpretation, please contact Karen Shuttleworth (information below) 3 weeks in advance so that arrangements can be made. **48 hour notice is required to cancel the service. If the requesting service provider does not cancel before that time, they will be responsible for the fees accrued by RCEB.**

The CTEC Newsletter can be found on our website: [www.rceb.org](http://www.rceb.org) under “For Providers”

**For questions call: Karen Shuttleworth  
(510) 618-7710 or  
kshuttleworth@rceb.org**